

COT MEETING MINUTES

COMMISSION ON TECHNOLOGY

Friday, September 9, 2016

10:00 AM - 11:15 AM

ARIZONA SUPREME COURT
Administrative Office of the Courts
1501 W. Washington
Phoenix, AZ 85007

CONFERENCE ROOM 106

Conference Number: 602-452-3288
Meeting ID: 9916#

MEMBERS PRESENT

John Pelander, *Chair*
Michael Baumstark
Raymond Billotte
James Conlogue*
Bennett Evan Cooper
Christopher Hale*
Michael Jeanes (*Chris Kelly, proxy*)
Gary Krcmarik*
John Rezzo
Tivo Romero*
Roxanne Song Ong
Christopher Staring*
Virlynn Tinnell*

GUESTS

Alexis Allen, *Tempe Muni Court*
Carla Boatner, *Chandler Muni Court*
Cristina Dinchak, *Chandler Muni Court*
Julie Dybas, *CACC*
Jennifer Gilbertson, *TAC*
John Hudson, *Gilbert Muni Court*
Van Le, *TAC*
Joseph Olcavage, *Scottsdale Muni Court*
Chris Phelps, *Glendale Muni Court*
Michael Pollard, *CACC*
Jamie Ross, *Courthouse News Svc*
Debi Schaefer, *Tempe Muni Court*
Adam Walterson, *Gilbert Muni Court*

MEMBERS ABSENT

Michael Brown
Paul J. Faith
John Lucas

AOC STAFF

Heather Barton, *ITD*
Stewart Bruner, *ITD*
Summer Dalton, *CSD*
Marcus Reinkensmeyer, *CSD*

* indicates appeared by telephone

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WELCOME AND OPENING REMARKS

Hon. John Pelander, Chair

Vice Chief Justice John Pelander, Chair, called the Commission on Technology (COT) meeting to order at 10:00 a.m. He welcomed Judge Staring as a new member then called the roll of members at the table and on the phone. Staff confirmed that a quorum existed.

Justice Pelander called attention to the Justice for All Task Force and the recommendations in their final report, some of which will eventually have large implications for technology and automated systems. He also briefly discussed two rule petitions having tangential implications for electronic records that were approved in the recent Supreme Court rules agenda session.

The chair then called members' attention to the minutes from the June 3, 2016 annual meeting.

MOTION

A motion was made and seconded to approve the minutes of the June 3, 2016 Commission on Technology annual meeting as written. The motion passed unanimously.

TECH 16-22

E-COURT SERVICES UPDATE

Mr. Marcus Reinkensmeyer

Mr. Marcus Reinkensmeyer, Court Services Division Director for the Administrative Office of the Courts (AOC), introduced Ms. Summer Dalton then provided up-to-the minute details on the various e-court services solutions being developed and employed around the state including AZTurboCourt, eUniversa, eBench and eAccess, as well as Online Citation Payment (OLCP) and nCourt e-payment products.

Marcus provided metrics related to usage of AZTurboCourt and emphasized the complexities of troubleshooting issues that have emerged during testing of the integration among the various systems necessary to enable the pilot eUniversa implementation at Yavapai Superior Court. He showed screenshots from the various software products but focused attention on the Xerox Online Citation Payment application that is now set up for both pre- and post-adjudication cases and integrated with the AJACS case management system. nCourt will be replacing PayPal for court filings made through AZTurboCourt. It is already being used for payments to AOC Education Services and for various AZTEC courts.

Member Ben Cooper commented that the threshold of confidence in court electronic services has now been crossed as evidenced by removal of "just-in-case" rules that had to be in place at the original adoption of electronic means of interaction with courts. The chair pointed out that although ARCAP has been amended to eliminate the extra 5 days to respond to a filing that was electronically served on the party, a corresponding rule of civil procedure for superior courts still provides for the extra 5 days, and no rule petition to change that has been filed with the court.

JUDICIAL BRANCH IT STRATEGIC PLAN FY16 – FY18

Mr. Stewart Bruner

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Mr. Stewart Bruner, in his role as information technology strategic planning manager for the Judicial Branch, reviewed the development process of the latest three-year branchwide information technology strategic plan. He described in general terms the changes from the previous plan, including re-alignment of the priority categories and projects based on the vote at the annual meeting. Stewart reviewed the specific projects added and retitled this year to arrive at a total of 27. Since posting the draft for review on August 5th, Stewart has received no substantive comments from members. In response to a request from the chair for their input, members did not suggest any further changes to the plan before submittal. Stewart added that non-substantive comments can still be addressed before the submittal is finalized in coming weeks.

MOTION

A motion was made and seconded to approve the Information Technology Strategic Plan for FY2017-FY2019 for submittal to ASET and JLBC with any recommended changes incorporated. The motion passed unanimously.

TECH 16-23

Stewart then kicked off the FY2018 - FY2020 planning cycle by recommending that the same development process and timeline be followed for creating next year's rural county plans. Cochise, Graham, Greenlee, La Paz, Mohave, Navajo, and Yuma will be required to submit updates to their previous plans next year. Stewart reaffirmed his offer from previous years to provide development assistance to rural courts that are too understaffed to complete the necessary planning tasks. He reminded members of some changes that make the plan updates less time-consuming to complete and displayed the full timeline for production of the next plan.

Stewart also reviewed the scope of the "lite" process to be used for updates from Maricopa County and Pima County courts next year. The "lite" approach alternates with full updates. Stewart then reminded members of a November 2015 decision that plans submitted late will receive full analysis even if that prevents them from being ready for review at the COT June meeting. The chair emphasized the ripple effect of late plans and the jeopardy to which they subject COT and the courts.

COT SECURITY SUBCOMMITTEE UPDATE

Mr. Stewart Bruner

Stewart updated members on the timeline of activities regarding approval of the table of security standards and formulation of the ad hoc cybersecurity subcommittee since the previous COT meeting. He reviewed the mission statement and charter with members and listed things the subcommittee will not do. He shared the names of the initial members appointed by Justice Pelander. Stewart also updated members regarding the number of completed tables returned and number of gap analysis reports required to date. Review of the gap reports in early October will be the initial task of the subcommittee.

CALL TO THE PUBLIC

Hon. John Pelander

After hearing no further discussion from members or the public, the chair reminded members of the next meeting on November 18. Upon motion which was seconded and unanimously passed, the meeting adjourned at 10:55 a.m.

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**Upcoming
Meetings:**

November 18, 2016

AOC – Conference Room 106

February TBD, 2017

AOC – Conference Room TBD

MEETING ADJOURNED

10:55 AM